

STATE OF NEW MEXICO

**CHILDREN, YOUTH AND FAMILIES DEPARTMENT  
AGREEMENT**

Training and coordination of events for Protective Services  
**AMENDMENT NUMBER FOUR (4)**

THIS AGREEMENT is made and entered into by and between the State of New Mexico, **CHILDREN, YOUTH AND FAMILIES DEPARTMENT**, hereinafter referred to as the "Agency" and **NEW MEXICO STATE UNIVERSITY**, hereinafter referred to as the "Contractor," and is effective as of the date set forth below upon which it is executed by the Agency.

**PURPOSE OF AMENDMENT**

1. Revise **Article III "Limitation of Cost"**, to increase column Foster Parent Conference column by \$14,850.00 for FY16 (Total Training Costs \$40,150.00, Annual Budget \$120,202.00) for a new contractual total of **\$606,538.00**.
2. Revise **Attachment 2 – Budget** (Amendment #3 executed on March 30, 2015) to reflect the increase in FY16.

IT IS MUTUALLY AGREED BETWEEN THE PARTIES THAT THE FOLLOWING PROVISIONS OF THE ABOVE-REFERENCED AGREEMENT ARE AMENDED AS FOLLOWS:

**ARTICLE III.      Limitation of Cost**

The total amount of the monies payable to the Contractor under this Agreement shall not exceed **Six Hundred Six Thousand Five Hundred Thirty-Eight Dollars and Zero Cents \$606,538.00**. The annual budget is attached hereto as **Revised Attachment 2 – Budget dated July 23, 2015** is incorporated herein by reference.

**All other articles of this Agreement remain the same.**

IN WITNESS WHEREOF, the Agency and the Contractor have caused this Agreement to be executed, said Agreement to become effective when signed by both parties.

**Contractor – Regents of New Mexico State University**

  
\_\_\_\_\_  
Authorized Signatory

Alisha A. Giron

~~Neta Fernandez, PhD~~

Director, Office of Grants and Contracts

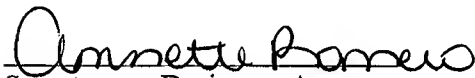
Date: 07/29/2015

\_\_\_\_\_  
Printed Title of Authorized Signatory

N/A

\_\_\_\_\_  
Legal Counsel, Contractor

**Agency – Children, Youth and Families Department**

  
\_\_\_\_\_  
Secretary or Designee, Agency

Date: 8/6/15

Approved as to legal form and sufficiency.

  
\_\_\_\_\_  
Office of General Counsel, Agency

Date: 8-3-15

**Revised Attachment 2 – Budget for FY13 (1 of 4) dated July 23, 2015**  
**Regents of the New Mexico State University**

	Adoption Conference	IV-B Provider Training	Fatherhood & Family Support Services Providers	In-Home Services Training (In- house & Contracted)	Annual Budget FY13
<b>Personnel</b>					
Project Director, Shelly A Bucher	\$ -	\$ 1,767.00		\$ 1,767.00	\$ 3,534.00
Project Coordinator II, TBD	\$ -	\$ 2,692.00		\$ 2,692.00	\$ 5,384.00
Project Coordinator II, TBD	\$ -	\$ 1,200.00		\$ 1,200.00	\$ 2,400.00
Audit Budget Tech I, Loretta Diaz	\$ -	\$ 1,160.00		\$ 1,160.00	\$ 2,320.00
Program Facilitator, TBD	\$ -	\$ 633.00		\$ 633.00	\$ 1,266.00
Program Facilitator, TBD	\$ -	\$ 525.00		\$ 525.00	\$ 1,050.00
Overtime to help with workshops	\$ -	\$ -		\$ -	\$ -
Fringe @29%	\$ -	\$ 2,313.00		\$ 2,313.00	\$ 4,626.00
Fringe @ 17% for overtime	\$ -	\$ -		\$ -	\$ -
<b>Total Personnel</b>	\$ -	<b>\$10,290.00</b>		<b>\$10,290.00</b>	<b>\$ 20,580.00</b>
<b>Travel**</b>					
Employee**	\$ 273.00	\$ 2,000.00		\$ 1,500.00	\$ 3,773.00
<b>Total Travel</b>	<b>\$ 273.00</b>	<b>\$ 2,000.00</b>		<b>\$ 1,500.00</b>	<b>\$ 3,773.00</b>
<b>Supplies</b>					
Office	\$ 300.00	\$ 200.00		\$ 300.00	\$ 800.00
Publications/films	\$ -	\$ 139.00		\$ 214.00	\$ 353.00
Food Products(e.g. snacks, soft Drinks, refreshments- working	\$ -	\$ -	\$ 3,000.00	\$ -	\$ -
Non-Capitalized Equipment	\$13,200.00	\$ 4,594.00		\$ 1,470.00	\$22,264.00
Non-Capitalized Equipment	\$ -	\$ -		\$ 300.00	\$ 300.00
Non-Capitalized Equipment	\$ -	\$ -		\$ -	\$ -
<b>Total Supplies</b>	<b>\$13,500.00</b>	<b>\$ 4,933.00</b>	<b>\$3,000.00</b>	<b>\$ 2,284.00</b>	<b>\$ 23,717.00</b>
<b>Services</b>					
Postage	\$ 500.00	\$ -		\$ 75.00	\$ 575.00
Communications	\$ -	\$ -		\$ 250.00	\$ 250.00
Printing /Reproduction	\$ 4,000.00	\$ 1,100.00		\$ 250.00	\$ 5,350.00
Rental	\$ 2,000.00	\$ -		\$ 3,030.00	\$ 5,030.00
Presenters	\$ 4,000.00	\$ -		\$ 3,645.00	\$ 7,645.00
Non NMSU Employee Travel	\$ -	\$ -			
Presenters	\$ -	\$ -			
Prof. Services Contractors	\$ 3,000.00	\$ -	\$30,000.00	\$ 2,855.00	\$ 35,855.00

<b>Total Services</b>	<b>\$13,500.00</b>	<b>\$1,100.00</b>	<b>\$30,000.00</b>	<b>\$10,105.00</b>	<b>\$ 54,705.00</b>
<b>Total by Training</b>	<b>\$27,273.00</b>	<b>\$18,323.00</b>	<b>\$33,000.00</b>	<b>\$24,179.00</b>	<b>\$102,775.00</b>
IDC/F&A Costs	\$ 2,727.00	\$ 1,832.00	\$ 3,300.00	\$ 2,418.00	\$10,277.00
Total Training Costs	<b>30,000.00</b>	<b>\$20,155.00</b>	<b>\$36,300.00</b>	<b>\$26,597.00</b>	<b>\$113,052.00</b>

**The annual total amount for FY13 shall not exceed \$113,052.00, including gross receipts tax.**

The annual allotments may be changed only with the written permission of the Agency.

The Contractor must provide support documentation for all expenditures on the line item budget, completing the expenditure report form and submitting the form along with the monthly invoice.

The Contractor will be required to provide a 33% match, this match can be in-kind. The Contractor will be required to submit a letter outlining proposed match by the beginning of each fiscal year. The Contractor will also be required to provide a final letter how match was met with the final invoice.

**\*\* Per diem and mileage, and other miscellaneous expenses, will be paid in accordance with the department of Finance and Administration (DFA) Rule 2.42.2 NMAC.**

**Revised Attachment 2 – Budget for FY14 (2 of 4) dated July 23, 2015**  
**Regents of the New Mexico State University**

	Adoption Conference	IV-B Provider Training	Fatherhood & Family Support Services Providers	IV-B Program Support	In-Home Services Training (In- house & Contracted)	<b>Annual Budget FY14</b>
<b>Personnel</b>						
Project Director,	\$ -	\$ 1,767.00		-	\$ 1,767.00	\$ 3,534.00
Project Coordinator II,				-		
TBD	\$ -	\$ 2,692.00			\$ 2,692.00	\$ 5,384.00
Project Coordinator II,				-		
TBD	\$ -	\$ 1,200.00			\$ 1,200.00	\$ 2,400.00
Audit Budget Tech I,						
Loretta Diaz	\$ -	\$ 1,160.00		-	\$ 1,160.00	\$ 2,320.00
Program Facilitator, TBD	\$ -	\$ 633.00		-	\$ 633.00	\$ 1,266.00
Program Facilitator, TBD	\$ -	\$ 525.00		-	\$ 525.00	\$ 1,050.00
Overtime to help with				-		
workshops	\$ -	\$ -			\$ -	\$ -
Fringe @29%	\$ -	\$ 2,313.00		-	\$ 2,313.00	\$ 4,626.00
Fringe @ 17% for				-		
overtime	\$ -	\$ -			\$ -	\$ -
<b>Total Personnel</b>	<b>\$ -</b>	<b>\$10,290.00</b>		<b>-</b>	<b>\$10,290.00</b>	<b>\$ 20,580.00</b>
<b>Travel**</b>						
Employee**	\$ 273.00	\$ 2,000.00		-	\$ 1,500.00	\$ 3,773.00
<b>Total Travel</b>	<b>\$ 273.00</b>	<b>\$ 2,000.00</b>		<b>-</b>	<b>\$ 1,500.00</b>	<b>\$ 3,773.00</b>
<b>Supplies</b>						
Office	\$ 300.00	\$ 200.00		-	\$ 300.00	\$ 800.00
Publications/films	\$ -	\$ 139.00		-	\$ 214.00	\$ 353.00
Food Products(e.g.				-		
snacks, soft	\$ -	\$ -			\$ -	\$ -
Drinks, refreshments-						
working	\$13,200.00	\$ 4,594.00	\$ 3,000.00	-	\$ 1,470.00	\$ 22,264.00
Non-Capitalized				-		
Equipment	\$ -	\$ -			\$ 300.00	\$ 300.00
Non-Capitalized				-		
Equipment	\$ -	\$ -			\$ -	\$ -
<b>Total Supplies</b>	<b>\$13,500.00</b>	<b>\$ 4,933.00</b>	<b>\$3,000.00</b>	<b>-</b>	<b>\$ 2,284.00</b>	<b>\$ 23,717.00</b>
<b>Services</b>						
Postage	\$ 500.00	\$ -		-	\$ 75.00	\$ 575.00
Communications	\$ -	\$ -		-	\$ 250.00	\$ 250.00
Printing /Reproduction	\$ 4,000.00	\$ 1,100.00		-	\$ 250.00	\$ 5,350.00
Rental	\$ 2,000.00	\$ -		-	\$ 3,030.00	\$ 5,030.00

**Contract No: 13-690-14806-4**

Presenters	\$ 4,000.00	\$ -	-	\$ 3,645.00	\$ 7,645.00
Non NMSU Employee			-		
Travel	\$ -	\$ -			
Presenters	\$ -	\$ -			
Prof. Services			\$50,000.00		
Contractors	\$ 3,000.00	\$ -	\$30,000.00	\$ 2,855.00	\$ 85,855.00
<b>Total Services</b>	<b>\$13,500.00</b>	<b>\$ 1,100.00</b>	<b>\$30,000.00</b>	<b>\$50,000.00</b>	<b>\$104,705.00</b>
<b>Total by Training</b>	<b>\$27,273.00</b>	<b>\$18,323.00</b>	<b>\$33,000.00</b>	<b>\$50,000.00</b>	<b>\$152,775.00</b>
IDC/F&A Costs	\$ 2,727.00	\$ 1,832.00	\$ 3,300.00	\$5,000.00	\$ 2,418.00
Total Training Costs	<b>30,000.00</b>	<b>\$20,155.00</b>	<b>\$36,300.00</b>	<b>\$55,000.00</b>	<b>\$168,052.00</b>

**The total annual amount for FY14 shall not exceed \$168,052.00, including gross receipts tax.**

The annual allotments may be changed only with the written permission of the Agency.

The Contractor must provide support documentation for all expenditures on the line item budget, completing the expenditure report form and submitting the form along with the monthly invoice.

The Contractor will be required to provide a 33% match, this match can be in-kind. The Contractor will be required to submit a letter outlining proposed match by the beginning of each fiscal year. The Contractor will also be required to provide a final letter how match was met with the final invoice.

**\*\* Per diem and mileage, and other miscellaneous expenses, will be paid in accordance with the department of Finance and Administration (DFA) Rule 2.42.2 NMAC.**

**Revised Attachment 2 – Budget for FY15 (3 of 4) dated July 23, 2015****Regents of the New Mexico State University**

	Adoption Conference	IV-B Provider Training	Family Support Services Providers	In-Home Services Training (In-house & Contracted)	IV-B Program Support	Foster Parent Conference	Annual Budget FY15
<b>Personnel</b>							
Project Director	-	\$3,000.00	-	\$1,420.00	-	-	\$4,420.00
Project Coordinator I	-	\$2,700.00	-	\$3,000.00	-	-	\$5,700.00
Project Coordinator II	-	\$1,300.00	-	\$2,400.00	-	-	\$3,700.00
Project Coordinator III	-	\$450.00	-	-	-	-	\$450.00
Fiscal Assistant	-	\$727.00	-	\$727.00	-	-	\$1,454.00
Program Facilitator I	-	\$300.00	-	\$300.00	-	-	\$600.00
Program Facilitator II	-	\$300.00	-	\$300.00	-	-	\$600.00
Fringe @ 30%	-	\$2633.10	-	\$2,444.10	-	-	\$5,077.20
<b>Total Personnel</b>	-	<b>\$11,410.10</b>	-	<b>\$10,591.10</b>	-	-	<b>\$22,001.20</b>
<b>Travel**</b>							
Employee**	\$600.00	\$300.00	-	\$250.00	-	-	\$1,150.00
<b>Total Travel**</b>	<b>\$600.00</b>	<b>\$300.00</b>	-	<b>\$250.00</b>	-	-	<b>\$1,150.00</b>
<b>Supplies</b>							
Office	\$300.00	\$200.00	-	\$300.00	-	-	\$800.00
Publications/films	-	\$100.00	-	\$200.00	-	-	\$300.00
Conference Materials (Non- Office Supplies)	\$973.00	-	-	-	-	-	\$973.00
<b>Total Supplies</b>	<b>\$1,273.00</b>	<b>\$300.00</b>	-	<b>\$500.00</b>	-	-	<b>\$2,073.00</b>
<b>Services</b>							
Postage	\$400.00	-	-	\$75.00	-	-	\$475.00
Communications	-	-	-	\$100.00	-	-	\$100.00
Printing /Reproduction	\$1,000.00	\$912.90	-	\$150.00	-	-	\$2,062.90
Rental - meeting space & A/V	\$4,800.00	\$500.00	-	\$500.00	-	-	\$5,800.00
Catering - refreshments, working meals	\$13,200.00	\$4,500.00	\$3,000.00	\$1,450.00	-	-	\$22,150.00
Prof. Services	\$6,000.00	\$400.00	-	\$10,562.90	\$30,000.00	-	\$46,962.90
Contractors	-	-	\$60,800.00	-	-	-	\$60,800.00
COS Registration	-	-	-	-	-	-	\$23,000.00
Stipends & Child Care	-	-	-	-	-	\$23,000.00	\$23,000.00
<b>Total Services</b>	<b>\$25,400.00</b>	<b>\$6,312.90</b>	<b>\$63,800.00</b>	<b>\$12,837.90</b>	<b>\$30,000.00</b>	<b>\$23,000.00</b>	<b>\$161,350.80</b>

**Contract No: 13-690-14806-4**

<b>Total by Training</b>	<b>\$27,273.00</b>	<b>\$18,323.00</b>	<b>\$63,800.00</b>	<b>\$24,179.00</b>	<b>\$30,000.00</b>	<b>\$23,000.00</b>	<b>\$186,575.00</b>
IDC/F&A Costs	\$2,727.00	\$1,832.00	\$6,380.00	\$2,418.00	\$3,000.00	\$2,300.00	\$18,657.00
<b>Total Training Costs</b>	<b>\$30,000.00</b>	<b>\$20,155.00</b>	<b>\$70,180.00*</b>	<b>\$26,597.00</b>	<b>\$33,000.00</b>	<b>\$25,300.00</b>	<b>\$205,232.00</b>

**The total annual amount for FY15 shall not exceed \$205,232.00, including gross receipts tax.**

The annual allotments may be changed only with the written permission of the Agency.

The Contractor must provide support documentation for all expenditures on the line item budget, completing the expenditure report form and submitting the form along with the monthly invoice.

The Contractor will be required to provide a 33% match; this match can be in-kind. The Contractor will be required to submit a letter outlining proposed match by the beginning of each fiscal year. The Contractor will also be required to provide a final letter how match was met with the final invoice.

\*The total amount of \$70,180.00 includes General Fund. For FY15, the Contractor will NOT be required to provide match for funds issued to Family Support Services.

\*\* Per diem and mileage, and other miscellaneous expenses, will be paid in accordance with the department of Finance and Administration (DFA) Rule 2.42.2 NMAC.



**Revised Attachment 2 – Budget for FY16 (4 of 4) dated July 23, 2015**  
**Regents of the New Mexico State University**

	Adoption Conference	IV-B Provider Training	Family Support Services Providers	In-Home Services Training (In-house & Contracted)	Foster Parent Conference	Annual Budget FY16
<b>Personnel</b>						
Project Director	-	\$3,000.00	-	\$1,420.00	-	\$4,420.00
Project Coordinator I	-	\$2,700.00	-	\$3,000.00	-	\$5,700.00
Project Coordinator II	-	\$1,300.00	-	\$2,400.00	-	\$3,700.00
Project Coordinator III	-	\$450.00	-	-	-	\$450.00
Fiscal Assistant	-	\$727.00	-	\$727.00	-	\$1,454.00
Program Facilitator I	-	\$300.00	-	\$300.00	-	\$600.00
Program Facilitator II	-	\$300.00	-	\$300.00	-	\$600.00
Fringe @ 30%	-	\$2633.10	-	\$2,444.10	-	\$5,077.20
<b>Total Personnel</b>	-	<b>\$11,410.10</b>	-	<b>\$10,591.10</b>	-	<b>\$22,001.20</b>
<b>Travel**</b>						
Employee**	\$600.00	\$300.00	-	\$250.00	-	\$1,150.00
<b>Total Travel**</b>	<b>\$600.00</b>	<b>\$300.00</b>	-	<b>\$250.00</b>	-	<b>\$1,150.00</b>
<b>Supplies</b>						
Office	\$300.00	\$200.00	-	\$300.00	-	\$800.00
Publications/films	-	\$100.00	-	\$200.00	-	\$300.00
Conference					-	
Materials (Non-Office Supplies)	\$973.00	-	-	-		\$973.00
<b>Total Supplies</b>	<b>\$1,273.00</b>	<b>\$300.00</b>	-	<b>\$500.00</b>	-	<b>\$2,073.00</b>
<b>Services</b>						
Postage	\$400.00	-	-	\$75.00	-	\$475.00
Communications	-	-	-	\$100.00	-	\$100.00
Printing /Reproduction	\$1,000.00	\$912.90	-	\$150.00	-	\$2,062.90
Rental - meeting space & A/V	\$4,800.00	\$500.00	-	\$500.00	-	\$5,800.00
Catering - refreshments, working meals	\$13,200.00	\$4,500.00	\$3,000.00	\$1,450.00	-	\$22,150.00
Prof. Services	\$6,000.00	\$400.00	-	\$10,562.90	-	\$16,962.90
Contractors						
Stipends & Child Care	-	-	-	-	\$36,500.00	\$36,500.00
<b>Total Services</b>	<b>\$25,400.00</b>	<b>\$6,312.90</b>	<b>\$3,000.00</b>	<b>\$12,837.90</b>	<b>\$36,500.00</b>	<b>\$70,550.80</b>

<b>Total by Training</b>	<b>\$27,273.00</b>	<b>\$18,323.00</b>	<b>\$3,000.00</b>	<b>\$24,179.00</b>	<b>\$36,500.00</b>	<b>\$109,275.00</b>
IDC/F&A Costs	\$2,727.00	\$1,832.00	\$300.00	\$2,418.00	\$3,650.00	\$10,927.00
<b>Total Training Costs</b>	<b>\$30,000.00</b>	<b>\$20,155.00</b>	<b>\$3,300.00</b>	<b>\$26,597.00</b>	<b>\$40,150.00</b>	<b>\$120,202.00</b>

**The total annual amount for FY16 shall not exceed \$120,202.00 including gross receipts tax.**

The annual allotments may be changed only with the written permission of the Agency.

The Contractor must provide support documentation for all expenditures on the line item budget, completing the expenditure report form and submitting the form along with the monthly invoice.

The Contractor will be required to provide a 33% match, this match can be in-kind. The Contractor will be required to submit a letter outlining proposed match by the beginning of each fiscal year. The Contractor will also be required to provide a final letter how match was met with the final invoice.

\*\* Per diem and mileage, and other miscellaneous expenses, will be paid in accordance with the department of Finance and Administration (DFA) Rule 2.42.2 NMAC.

\*\*\*No Cost Share will be required for the additional \$14,850.00 since this is General Fund and there is no federal match required.

FY13	\$ 113,052.00
FY14	\$ 168,052.00
FY15	\$ 205,232.00
FY16	\$ 120,202.00
<b>Total</b>	<b>\$ 606,538.00</b>